

Message

From: McManus, Catharine [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=9D16CE1D989348408F96CE352A209D2D-MCMANUS, CA]
Sent: 1/14/2021 9:14:16 PM
BCC: R3 1650 [R3_1650@epa.gov]; R3 ESC [R3_ESC@epa.gov]; R3 WHL [R3_WHL@epa.gov]; R3 CBPO [R3_CBPO@epa.gov]
Subject: Operating Status next week

BCC: R3 1650, R3 ESC, R3 WHL, R3 CBPO

REGION 3 FACILITIES WILL BE OPEN ON TUESDAY JANUARY 19 AND WEDNESDAY JANUARY 20, 2021

As a reminder, all Region 3 Facilities are **open** on **Tuesday January 19, 2021** and **Wednesday, January 20, 2021** (**Inauguration Day**).

The operating status on these days will remain **Phase 2** with maximum telework flexibility available.

We urge even the very limited number of employees who might otherwise report to their normal agency worksite on **Tuesday January 19, 2021** and **Wednesday, January 20, 2021** to use available workplace flexibility options including telework, where possible. During this period, employees may also request to use their alternative work schedule day off, annual leave, leave without pay, previously earned compensatory time off, and/or earned credit hours under a flexible work schedule. Please discuss any change in schedule with your immediate supervisor in advance. We will update you if there are changes to the operating status of Region 3 facilities.

Thank you. Kate

Kate McManus
Mission Support Division Director
EPA Region 3
215-814-5337